



**STATE OF NEVADA  
DEPARTMENT OF ADMINISTRATION  
DIRECTOR'S OFFICE**

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**Nevada Commission For Women**

Date and Time of Meeting: Wednesday, September 7, 2016, 9:30 a.m.

Place of meeting: State Public Works Division Conference Room  
515 E. Musser St. First Floor  
Carson City, NV 89701

Videoconference Location: State Public Works Division Conference Room  
1830 E. Sahara Ave. Room 204  
Las Vegas, NV 89104

Below is an agenda of all items to be considered. **Action may be taken on items preceded by an asterisk (\*) and the words "FOR POSSIBLE ACTION."**

**Agenda**

1. Call to Order  
*Elisa Cafferata, Commission for Women, Chair*
2. Roll Call  
*Annette Teixeira, Department of Administration, Staff*
3. Public Comment  
*Elisa Cafferata, Commission for Women, Chair*
- \*4. **FOR POSSIBLE ACTION** Review and approval of Minutes from the July 27, 2016, Nevada Commission For Women Meetings, *Elisa Cafferata, Commission for Women, Chair*

**Update on Program Goals**

- \*5. **FOR POSSIBLE ACTION - Recognition – Exhibit of Women's Contribution to Nevada's History**  
Discussion, possible action, and next steps related to working with the Nevada Women's History Project, and potentially others, to create an exhibit recognizing the contributions women have made toward Nevada's history and displaying the exhibit in state government buildings. *Brooke Westlake, Commission for Women, Member & Mary Woods, Department of Administration, Staff.*

**\*6. FOR POSSIBLE ACTION – Study & Report**

**\*A. For possible action** - Discussion and possible action regarding the Commission for Women’s top priorities for the 2017 Legislative Session, *Mary Woods, Department of Administration, Staff & Elisa Cafferata, Commission for Women, Chair*

**\*B. For possible action** - Discussion and possible action regarding creating a report for the 2017 Legislative session, and members’ responses to approach options. *Mary Woods, Department of Administration, Staff & Elisa Cafferata, Commission for Women, Chair*

**\*7. FOR POSSIBLE ACTION – Proposed Legislation**

**\*A. For possible action** - Discussion and possible action regarding language changes to the Commission for Women’s creation document NRS 233I as proposed BDR to provide more clarity, *Elisa Cafferata, Commission for Women, Chair*

**\*B. For possible action** - Demonstration of how to use the electronic Bill Draft Review Personalized Tracking System on the Legislature’s website, and discussion and possible action about next steps to track bills of interest to the Commission for Women, *Anna Thornley, Commission for Women, Member*

8. Presentation from Safe Nevada regarding Ballot Initiative One, *Katie Robbins*

**Update on Operational Goals**

**\*9. FOR POSSIBLE ACTION – Fundraising**

Discussion and possible action to:

**\*A. For possible action** - Update the Commission’s proposed budget,

**\*B. For possible action** - Update on the status of the letter to the Governor requesting funding,

**\*C. For possible action** - Gather additional information for the “Funding Organizations” table prepared by Brenda Hughes,

**\*D. For possible action** - Determine next steps to establish a fundraising strategy.

*Elisa Cafferata, Commission for Women, Chair*

**\*10. FOR POSSIBLE ACTION - Work Plan**

Discussion and possible action regarding Commissioners assignments or volunteering for specific roles or tasks, *Elisa Cafferata, Commission for Women, Chair*

**\*11. FOR POSSIBLE ACTION – Jr. Commission**

Discussion and possible action regarding the idea to pursue establishing a Jr. Commission of young women, *Elisa Cafferata, Commission for Women, Chair*

**\*12. FOR POSSIBLE ACTION – Policies and By-Laws**

Discussion and possible action regarding establishing a process to develop guidelines for the members to follow when doing work on behalf of the Commission to fundraise for money and/or communicate with Legislators, *JoEtta Brown, Commission for Women, Member*

- \*13. **FOR POSSIBLE ACTION – Business Cards**  
Discussion and possible action regarding Commissioners purchasing their own business cards, *Mary Woods, Department of Administration, Staff*
- \*14. **FOR POSSIBLE ACTION – Membership**  
Discussion and possible action regarding becoming members of the National Association of Commission for Women, *Mary Woods, Department of Administration, Staff*
- \*15. **FOR POSSIBLE ACTION - Discussion and possible action about agenda items and next steps for upcoming meetings: October 5, November 2, and December 7, 2016.**  
*Elisa Cafferata, Commission for Women, Chair*
- 16. Commission Member’s Comments/Public Comments  
*Elisa Cafferata, Commission for Women, Chair*
- 17. **FOR POSSIBLE ACTION - Adjournment**  
*Elisa Cafferata, Commission for Women, Chair*

### **Nevada Commission For Women**

Unless noted as an action item, discussion of any item raised during a report or public comment is limited to that necessary for clarification or necessary to decide whether to place the item on a future agenda.

Public comment at the beginning and end of the agenda may be limited to three minutes per person at the discretion of the chairperson. Members of the public may comment on matters not appearing on this agenda or may offer comment on specific agenda items. Comments may be discussed by the Commission but no action may be taken on matters presented by the public that are not already on the agenda marked for action. The matter may be placed on a future agenda for action.

Additional comment periods may be allowed on individual agenda items at the discretion of the chairperson. These comment periods may be limited to three minutes per person at the discretion of the chairperson. These additional comment periods shall be limited to comments relevant to the agenda item under consideration by the Commission.

All times are approximate. The chairperson reserves the right to take items in a different order or to combine two or more agenda items for consideration to accomplish business in the most efficient manner. The chairperson may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The chairperson may call for a break.

We are pleased to make reasonable accommodations for members of the public with disabilities and who wish to attend the meeting. If special arrangements for the meeting are necessary, please notify the Department of Administration Director’s Office Executive Assistant, Annette Teixeira, at (775) 684-0299 or [ateixeira@admin.nv.gov](mailto:ateixeira@admin.nv.gov) as soon as possible, and no later than 24 hours prior to the time of the meeting.

Notice of this meeting was posted in the following locations and online at [www.notice.nv.gov](http://www.notice.nv.gov) which included an affidavit of posting:

State Public Works Division - North, 515 E. Musser St., Carson City, NV Fax (775) 684-0298  
NV State Library and Archives, 100 North Stewart St., Carson City, NV Fax (775)684-3330  
Legislative Counsel Bureau, 401 S. Carson St., Carson City, NV Fax (775) 684-6705  
State Public Works Division – South, 1830 E. Sahara Ave. Las Vegas, NV Fax (702)486-5094  
Grant Sawyer Building, 555 E. Washington Ave., Las Vegas, NV Fax (702) 486-2012

Notice of this meeting and supporting materials are available on or after the date of this notice at [http://admin.nv.gov/Boards/Women/Meetings/2016/2016\\_Meetings](http://admin.nv.gov/Boards/Women/Meetings/2016/2016_Meetings) or you may contact Annette Teixeira at [ateixeira@admin.nv.gov](mailto:ateixeira@admin.nv.gov) or (775) 684-0299.